

Executive Committee Meeting

Minutes

The MCG Executive Committee met Thursday, October 7, 2004, at 12:00 PM in room DA-2001 of the Student Center.

Present: Hill (Presiding), Cobb, Devkota, Jaffe, Loushine, Robinson, Shipman, Sridhar, Vann

Absent: Goldstein, Hughes, Rahn, Downey, Kiernan, Shaddix, Dong, Dever-Bumba, Plummer

Call to order:

Dr. Hill Called the meeting to order at approximately 12:05 PM.

I. Approval of Minutes:

The minutes from the Academic Council Meeting held September 2, 2004 were approved.

II. Updates on Business Items:

- Budget – Current balance is \$6,562.25.
 - Issue: Dr. Hill requested that the EC consider what will be the approved budget items for the 2004-2005 year. These included Faculty awards and possibly use in Faculty Development e.g. bringing in outside experts to discuss Faculty Development issues.

Action: EC members will consider this and make budget decisions at the November EC meeting.
- Bylaws – Dr. Rhan has approved the updated version of the bylaws.
- Evaluation of Administrators – the task force has been formed. The members are Jennifer Waller, Doug Keskula, Mike Shourt, and Andria Thomas.
 - Issue: Changes needed in online evaluation process
 - Action: part of the problem has been fixed but a meeting between Alan Pridemore and the committee is being set up to deal with the remaining problems
- New Faculty Reception – was held at The Club House on Washington Road at 7:00 PM on Tuesday, September 07, 2004 and was a success with approximately 90 attendees.

- Faculty Manual – Rhea Beth Markowitz will chair a committee out of the Provost’s office to coordinate the centralization and update of all MCG policies this includes the Faculty Manual (which includes FAPT & PTR policies).
 - Issue: AC has been asked to work with Dr. Markowitz to review the updated Faculty Manual.
 - Action: Dr. Hill and Dr. Sridhar are working on filling the AC Faculty Manual committee, which will have at least one member from each school and the Library. When established they will meet with Dr. Markowitz.

- Faculty Development –
 - Issue: Because of increased interest in Faculty Development as an Institutional goal AC needs to be able to advise the President and Provost’s offices.
 - Action: A committee has been appointed to look at feasible School specific development issues. The members include Lyn Dennison, Barbara Kiernan, William Salazar (chair), and Sherman Chamberlain.

Action: Dr. Hill will ask the Deans to discuss Faculty Development at the December AC meeting.

Dr. Robinson will attend the President’s Cabinet Strategic Planning Meeting on October 25, 2004 for Dr. Hill who will be out of town.

III. Standing Committees/Subcommittees/Task Force Vacancies:

- Scholarship and Standards Subcommittee vacancies are in the process of being filled.
- Dr. Dong is working on filing the vacancies of the Student Affairs Subcommittee.
- The nominating committee has met and is working to find people to run for the vacant positions. Dr. Hill will ask Gary Holmes, Chair of the committee to attend the next Executive Committee meeting to give an update of the committee’s progress.

IV. October 21, 2004 Academic Council Meeting Agenda:

- Academic Council Meeting scheduled for 10/21/04 was canceled. AC representatives will be updated by e-mail as to AC activities.

V. Other Business

- There was no new business and the meeting was adjourned at 1:10 PM.

Respectfully Submitted,

Jag Devkota
Secretary/Treasurer
Executive Committee